

The ThSisU Advisory Committee CHARTER

Approved by The Committee on May 23, 2017

Purpose and Authority

As authorized by Section 26-1-30(30) and Administrative Rule 380-77, the purpose of the ThSisU Advisory Committee (The Committee) is to establish the methods in which health care providers, public health entities, and health care insurers may coordinate among themselves to verify the identities of the individuals they serve.

Membership

The Utah Department of Health (The Department) Center for Health Data and Informatics (CHDI) receives the nomination of the members for the committee and makes recommendations to appoint the committee members to the Utah Digital Health Service Commission (UDHSC). The UDHSC will confirm the appointments. Members may serve an unlimited number of years. Changes of membership shall be requested and submitted to CHDI. The membership can be reviewed and adjusted as needed with the UDHSC's confirmation.

Leadership

The Committee has a co-chair leadership structure. The co-chairs shall be appointed by the UDHSC. The co-chairs may serve up to two terms, four years per term. This governance structure may be reviewed periodically by the Committee and adjusted accordingly by UDHSC. Changes of co-chairs shall be approved by UDHSC.

The co-chairs report to the CHDI Director and submit the Committee's recommendations to the CHDI Director.

The Committee shall adopt a consensus-based decision-making method to fully address concerns from all attending members.

Duties and Responsibilities

The committee shall:

(a) Promote collaborative efforts among community stakeholders regarding participation in shared patient identification services as a means to reduce duplicate services, improve quality and efficiency of care, and to promote patient safety.

(b) Define the minimum amount of personally identifiable information necessary to disambiguate and validate identities across organizational information systems.

(c) Define the matrix of success and matrix of performance for ThSisU.

(d) Provide input and guidance to the Department concerning existing community resources and experiences to advance the adoption and implementation of shared patient identification services.

(e) Advise the Department regarding adoption of standards for the electronic exchange of personally identifiable information between health care providers, public health entities, and health care insurers.

(f) Advise on information technology architecture, hardware, software, application, network configuration, or other technical aspects that allow for the implementation of shared patient identification services and technical compatibility among participants.

(g) Identify, evaluate, and make recommendations on a strategic and sustainable business model.

(h) Provide information and evaluate industry trends on existing information exchanges that link and verify person-centric records across organization boundaries.

(i) Make recommendations and coordinate the creation, dissemination, and implementation of policies and procedures to address participation in and utilization of shared patient identification services.

The duties and responsibilities listed above are the minimum required by the state laws and rules.

Staffing

The CHDI Health Informatics Program provides staffing support to the Committee for the committee's meetings. The meeting will be open to the public.